

***State of Washington
Department of Transportation
Notice to Consultants
Statewide On-Call Value Engineering Services***

Washington State Department of Transportation (WSDOT) solicits interest from consultants interested in submitting a Statement of Qualifications to provide Statewide On-Call Value Engineering Services (VES.) WSDOT will award one (1) or more agreement(s.) The agreement(s) will be for three (3) years in duration with an estimated value of \$750,000 each.

Project Description

The purpose of this advertisement is to provide On-Call VES such as team leaders, developing value engineering reports, and training.

The selected consultants shall perform as the Value Engineering (VE) Team Leader for VE studies on projects or approved training that will be assigned by WSDOT. The Team leader or trainer must be a Certified Value Specialist (CVS) by the certification board of SAVE International, must have a PE license or an Architects license with transportation experience, and have experience leading multiple VE studies in the transportation field

The project or training class may be located in any geographical area in the State.

The project studies will normally be scheduled over a three to five day period. The studies will normally begin at 8:00 am on the first day and conclude with a formal presentation at approximately 3:00 pm on the third, fourth, or fifth day. The selected consultant shall lead the VE team through the following VE Job Plan:

- Investigation Phase: Investigate the background information, technical input reports, field data, function analysis, and team focus and objectives.
- Speculation Phase: Be creative and brainstorm alternative proposals and solutions.
- Evaluation Phase: Analyze design alternatives, technical processes, life cycle costs, documentation of logic, and rationale.
- Development Phase: Develop technical and economic supporting data to provide the feasibility of the desirable concepts. Develop team recommendations. Recommend long term as well as interim solutions.
- Presentation Phase: Present the recommendations of the VE team in an oral presentation and in a written report and workbook.

The CONSULTANT is responsible for the development of the presentation and the delivery of the complete workbook. The workbook shall document the results and recommendations of the VE study and shall be delivered to the STATE at the completion of the presentation, or by the date specified in the task assignment document for the project. Within two weeks of the conclusion of the study the CONSULTANT is responsible for providing the project manager an original reproducible copy of the workbook. The number of additional copies of the workbook will be specified in the task assignment document for the project.

Evaluation Criteria

Pursuant to state and federal regulations, a qualifications-based selection process will be used to select a consultant for each of these projects. The following information and criteria will be used to evaluate and rank responses:

1. Qualifications/Expertise of Firms on Team;
2. Qualifications of Proposed Project Team Leader(s) (Certified Value Specialist(s) (CVS);
3. Key Team Members Qualifications (Prime Consultant and Sub-Consultants); and
4. References/Past Performances (Prime Consultant Only.)

The link to the definitions and point value for each of the proposed criteria may be found on the first page of this advertisement web site.

NOTE: It is imperative that the consultant reviews the definitions of the scoring criteria. We have included requirements and/or limitations for the information that is being requested. All scoring criteria will be rated on a scale of 0 (Low) to 20 (High.)

Submittals

Consultants are invited to submit their Statement of Qualifications at their own cost. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The submittal is limited to a total maximum number of twenty (20) sheets submitted only on single sided (single sided meaning one side only of a single sheet of paper) typed 8.5" x 11" paper (if charts and/or graphs are utilized text must be a readable size font), and with type size no smaller than 12 point.

Your Statement of Qualifications must be broken into two (2) separate packets. Your Statement of Qualifications "Packet A" must consist of:

- Your responses to scoring Criteria 1 through 3.

Your Statement of Qualifications "Packet B" must consist of:

- Your letter of transmittal;
- Your response to scoring criteria 4; and
- Your Submittal Information Packet forms.

The page limitation does not apply to the front and back covers of "Packet A" and all of "Packet B."

The Statement of Qualifications shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- Title of the Request for Qualifications and your firm clearly identified on the cover of the submittal Packets "A" and "B", and the letter of transmittal;
- Statement of Qualifications broken into "Packet A" and "Packet B" as indicated above;
- Responsive to all evaluation criteria;
- Meeting page limitations and font size requirements; and

- Meeting submittal deadline submission date.

Materials submitted in response to this competitive procurement shall become the property of WSDOT and will not be returned. All submittals received will remain confidential until WSDOT and the successful Consultants sign the agreements resulting from this advertisement. All submittals are deemed public records as defined in the RCW 42.17.250 to 42.250.340.

Faxed or e-mailed submittals will not be accepted. Four (4) copies of your "Packet A" and one (1) copy of "Packet B", whether mailed or hand-delivered, must arrive at the following address no later than 5:00 pm on Monday, September 19, 2005:

Director, Consultant Services
Washington State Department of Transportation
Capital View II Building, 2nd Floor
724 Quince Street SE
Olympia, WA 98504-7323

Any questions regarding the submittal process should be directed to the Consultant Services Office, at 360-705-7147.

Persons with disabilities may request this information be prepared and supplied in alternate formats by calling collect 206-389-2839. Persons with hearing impairments may call 1-800-833-6388 (Washington State Telecommunications Relay Service) and ask for 206-515-3683.

Dates of publication in the Seattle Daily Journal of Commerce: Monday, August 22, 2005, and Monday, August 29, 2005.

Submittal Due Date: Monday, September 19, 2005.